

## MISSION STATEMENT

*The mission of the Housing and Community Development Division is to provide Community Development Block Grant (CDBG) and HOME Program funding to municipalities and other subrecipients not eligible for direct United States Department of Housing and Urban Development (HUD) funding so they can develop viable communities and to primarily benefit low and moderate income people.*

## COMMUNITY DEVELOPMENT ADVISORY COMMITTEE REGULAR MEETING JANUARY 25, 2017

### MINUTES

#### MEMBER OR ALTERNATE

#### REPRESENTING

#### \*\*\*\*\*PRESENT\*\*\*\*\*

Eric Orsborn	Buckeye
Roy Delgado	El Mirage
Fernando Fernandez	Gila Bend
Sharolyn Hohman	Goodyear
Joe Sanchez	Guadalupe
Albert Mendoza	Tolleson
Rui Pereira	Wickenburg
Margaret Chittenden	Youngtown
Jacki Taylor	District 1
Nancy Marion	District 2
Marshall Hunt	District 2
Neil Rifenbark	District 3
Tony Gutowski	District 3
Ed Kientz	District 4
Ira McCullough	District 4

#### \*\*\*\*\*ABSENT\*\*\*\*\*

John Gomez	District 5
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#### \*\*CD STAFF PRESENT\*\*

Rachel Milne  
Carl Morgan

**PUBLIC HEARING**

Chair Sharolyn Hohman called the Public Hearing to order at approximately 6:30 PM. The public hearing was held to request input on possible 2017-18 CDBG and HOME funded activities and the 2017-18 Annual Plan. No public comments were made during the hearing. The hearing was closed at approximately 6:35 PM.

**1. CALL TO ORDER**

Chair Sharolyn Hohman called the meeting to order at approximately 6:35 PM.

**2. ROLL CALL AND ESTABLISHMENT OF QUORUM**

Carl Morgan took roll call. 15 members were present and a quorum was established.

**3. MINUTES OF JANUARY 11, 2017 MEETING**

Eric Orsborn made a motion with a second by Roy Delgado to approve the January 11, 2017 meeting minutes. The motion passed unanimously by voice vote.

**4. PRESENTATIONS: 2017-18 URBAN COUNTY CDBG FUNDING APPLICATIONS**

A few housekeeping notes were provided. Presenters will have 3 minutes to summarize their applications, followed by approximately 5 minutes for questions and discussion with the CDAC. The chair has discretion to provide additional time for discussion. Staff will provide validation for parking when presenters are ready to leave. Applicants are free to leave after their application(s) has(have) been presented.

City of Buckeye, Water Infrastructure Rehabilitation, \$689,000: The project will upgrade and replace aging infrastructure that is undersized and has inadequate water flow. New copper pipe will be installed in the 4 streets shown in the project map. Samples of the existing pipeline to be replaced were shown to the Committee. Discussion included:

- Confirmation that the project will include installing 12 fire hydrants.
- The City of Buckeye provides fire service within the City.
- Challenges with the existing water infrastructure include build up in the waterlines resulting in significantly reduced water flow, physical deterioration of the lines, and needing to shut off service to an entire block to repair service to one home.
- The area includes 126 people and is 64% low and moderate income. Homes were built in the late 1940's and 1950'. The area served by these water lines is all residential.

City of El Mirage, "A" Street Improvements, \$554,480: This project is the number 1 priority of the City's 2 applications. The project will completely reconstruct "A" street from Thunderbird Rd. to Myer Ln. The existing street is 20 years old and is 5 years out from being rebuilt through the City's improvement schedule. 2,000 linear feet of pavement will be reconstructed in addition to installing ADA improvements. There is a school in the neighborhood where the project is located. Discussion included:

- The street has reached the end of its useful life, resulting in normal maintenance procedures providing very little improvement to the street.
- 2 poles will be relocated to allow for wider sidewalks.
- Some locations within the project have no ADA ramps or ramps that don't meet the current standards. All ramps will be upgraded to meet current standards. The existing street includes rolled curbs with are very difficult for wheelchairs to navigate.

City of El Mirage, Fire Pumper, \$200,000: Funding is requested to replace the existing pumper fire truck. It is a 1999 model that has almost reached the 150,000 mile limit for the

vehicle's useful life. The manufacturer is no longer in business, making it is increasingly difficult to get parts. The request is to fund a new truck to meet current standards, which a used vehicle wouldn't meet. The City has seen a 57% increase in calls for service over the past 3 years.

- If replaced, the existing truck may be used for training, or may be donated to a smaller fire department.
- The estimated cost for the new truck is \$544,365. The City has committed to provide the balance of funding for the truck. The City is writing grants and researching other sources if full funding isn't available.
- The City is part of an automatic aid agreement that may require them to respond to calls in Surprise. The City of Surprise will not be providing funding for the new truck.
- El Mirage has one fire station, with 3 fire trucks. The City receives approximately 4,000 calls for service per year.
- The City has established this project as the 2<sup>nd</sup> priority application because the street reconstruction is important due to the current street condition.

Town of Gila Bend, Water Meter Replacement, \$326,385: A total of 599 existing water meters will be replaced with smart meters with related remote monitoring and data transmission equipment. The new meters will inform the city if there is a water leak, saving money for the city and its low income residents. Water conservation is the city's biggest priority, with the additional benefit that the city would no longer need to manually read meters.

- The new meters will include water filtering to keep them operating efficiently. Some models have a 20 year warranty. They will provide real time data indicating if there is high water flow, low flow, no water flow, or tampering. Residents will be able to access the data for their own meter.
- The Town views it to be important to install all the meters at the same time. Partial funding wouldn't work for this project because the Town wouldn't have a rational system to choose which residents do or don't receive a smart meter with the partial funding.
- The new meters will be installed by a subcontractor. Town staff will assist with the installation, and maintain the system once operational. Funding is requested to pay for the meters and subcontractor installation.

Town of Guadalupe, Pavement Replacement Phase VI \$394,375: This project will repave 4 streets that are 14 to 30 years old, assisting 103 homes, and an estimated 427 residents. The beneficiaries are all residential. No utility relocation is required.

- The Town's maintenance program addresses cracks. The Town does their own street maintenance. Other repairs would need to be contracted out. The application includes a map showing the current assessment of pavement conditions throughout the Town. The Town's goal is to address all streets with a failing assessment grade.
- Sidewalks, curbs and gutters are not included in this project. They are in place on these streets and do not need to be replaced.
- Guadalupe is approximately 1 square mile in size. The Town has an estimated 15,000 sq. yds. of pavement.

City of Tolleson, Lot Purchase and Demolition, \$298,000: Tolleson's request will acquire and clear 4 blighted lots in the City's redevelopment area. The City will then work with a non-profit developer to build homes on the lots and sell them to low and moderate income homebuyers. The City's Redevelopment Plan has identified almost half of the structures in the redevelopment area to be dilapidated or blighted. The project goal is to eliminate blight and improve the housing stock. The project will also provide long term affordable

housing. The project will ultimately create 4 single family homes using \$298,000 in CDBG, \$7,000 in local funds, and \$500,000 from the nonprofit developer.

- There is little chance the lots will sit vacant for the long term. The City has talked with 2 non-profit developers. Habitat for Humanity is interested, however their development process could take 2 years to complete.
- The total CDBG cost is approximately \$74,500 to build each new home. This amount includes acquisition, demolition, environmental review, and lead and asbestos abatement. Lot costs are estimated at \$35,000 per lot. CDAC member Eric Orsborn confirmed that the demolition costs appear to be reasonable.
- The specific lots to be acquired haven't been identified. The Town does have a list of 24 potential lots, shown in red on the Housing Conditions map. The properties won't have a lien as part of the demolition. They will be purchased by the Town and redeveloped by the nonprofit developer.

Town of Wickenburg, Jefferson Waterline Project, \$263,350: The Town has a master plan in place to improve water flow in Wickenburg's older neighborhoods. The Town's top priority is this waterline, which had a recent water main break. The project will upsize the line to 8" and loop service with the recently completed Yavapai waterline project. This street has an asphalt assessment score of 31%. The average for the Town is 60%. The project will replace the waterline, install ADA ramps, curb, gutter, and mill the street.

- The project will provide improved water service to 35 homes. There are businesses and other users in the area, but they are not directly connected to this waterline.

Town of Youngtown, Sidewalk Improvement Program, \$1,000,000: Funding will provide sidewalks throughout most of the Town. Much of Youngtown doesn't have sidewalks as shown on the project site maps. The photographs show residents walking in the street and the landscaping and other obstacles preventing them from walking next to the pavement. Community outreach was conducted to identify this as the Town's highest priority need. The project will install 80,000 linear feet of sidewalks. Public safety is incredibly important to the Town.

- The project is a significant ask. It could be phased. The application states that a minimum of \$500,000 could be used by the Town.
- The ADOT information provided in the application is for the State of AZ.
- The sidewalks will be 4' wide. The Town will work with residents who have improvements within the right of way. Most of them are landscaping and sprinklers.

## **5. FEBRUARY 1, 2017 CDAC MEETING**

Copies of the 5 year funding allocation history of the Urban County CDBG program, and the Dec. 31, 2016 Status Report for current projects were handed out to the committee.

- CDAC member scores will be due to Maricopa County by 2/1/17 at 5 pm. Committee members can still get paper copies of the scoresheets this evening. The electronic copy of the scoring sheet will be emailed to the CDAC on Thursday, Jan. 26. Both the paper and electronic version have a scoring sheet for each application and a summary sheet showing all the scores on one page. Members are free to use either the individual or the summary sheet.
- Staff provided scores for past performance. All the applicants received 15 points.
- Scores will be averaged by staff and displayed at the start of the Feb. 1 CDAC meeting. The spreadsheet will also be available for the CDAC to use to develop their funding recommendations.

- The County's 2017-18 funding allocation amount is unknown, and is not expected to be announced before the Feb. 1 CDAC meeting. Staff is estimating level funding for next year. The estimated allocation amount will be emailed to the CDAC on Jan. 26.
- Staff is requesting that the CDAC funding recommendations include directions for how to implement both an increase and a decrease in the final allocation amount without having to go back to CDAC.

**6. STAFF AND CDAC MEMBER ANNOUNCEMENTS**

Dorena Mello was recognized for her many years of service on the Community Development Advisory Committee, including serving as Vice-Chair and Chair.

**8. ADJOURNMENT**

Having no further business before the Committee, the meeting was adjourned at approximately 8:10 PM.

Respectfully submitted,  
Carl Morgan  
Recording Secretary